

ER-0-4087

APR 8 1949

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MEMORANDUM FOR: CHIEF, ADVISORY COUNCIL  
ASSISTANT DIRECTOR, OCD

SUBJECT: JIC and JCS papers

1. It is essential that the Director be kept advised (1) of actions requested of CIA by the JIC and JCS, (2) of action being taken upon such requests, and (3) of finished policy and planning papers prepared by JIC and JCS.

2. Under currently established operating procedures it is customary for the JCS to transmit requests requiring ORE action directly to the AD/ORE, and to send information copies of such requests to the AD/OCD.

3. AD/OCD will henceforth send directly to the Director the information copies of papers and requests received from the JCS. The Director will make such use of these papers as he finds desirable, calling upon the AD/ORE or AD/OSI for reports upon progress being made in fulfillment of requests, and will return the papers to AD/OCD for Agency use and ultimate file.

4. Papers which are solely or primarily of interest to the Advisory Council may be retained in Advisory Council files if the Chief, Advisory Council, so desires. Advisory Council will inform the AD/OCD of such papers as are withheld under this provision, to the end that OCD records may be complete as to the location within the Agency of papers received by CIA from the JCS.

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cc: AD/ORE ✓  
AD/OSI  
AD/OSO  
AD/OO  
Central Records  
Signer's copy

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